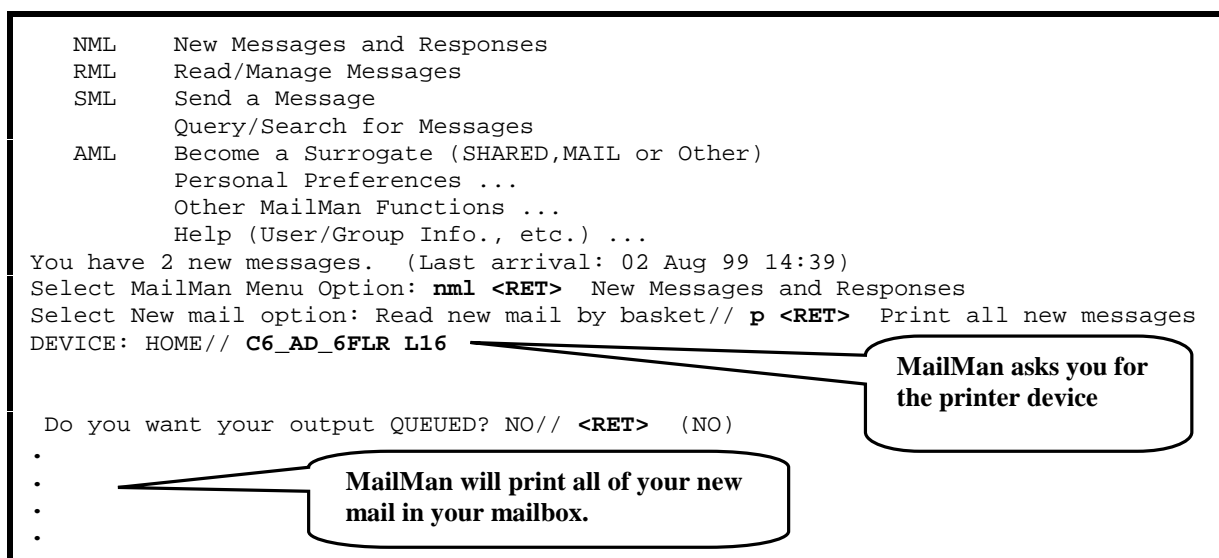# How to Print All of Your New Messages

You can print all of your new mail in your mailbox, regardless of the mail basket, when you choose the Print all new messages option available with the New Messages and Responses option [synonym NML], as shown below:

```
    NML     New Messages and Responses
    RML     Read/Manage Messages
    SML     Send a Message
            Query/Search for Messages
    AML     Become a Surrogate (SHARED,MAIL or Other)
            Personal Preferences ...
            Other MailMan Functions ...
            Help (User/Group Info., etc.) ...
You have 2 new messages.  (Last arrival: 02 Aug 99 14:39)
Select MailMan Menu Option: nml <RET>  New Messages and Responses
Select New mail option: Read new mail by basket// p <RET>  Print all new messages
DEVICE: HOME// C6_AD_6FLR L16
                                                    MailMan asks you for
                                                    the printer device

 Do you want your output QUEUED? NO// <RET>  (NO)
.
.                  MailMan will print all of your new
.                  mail in your mailbox.
.
```

Figure 8: Printing All New Mail

In this example (Figure 8), we used the Print all new messages option to print all of our new messages. MailMan asked us to choose where to print our messages (i.e., what device). In this case, we chose to print our messages to a specific printer by entering the printer name (i.e., "**C6_AD_6FLR L16**") at the "DEVICE: HOME//" prompt.

MailMan then immediately printed all of our new messages.

If you want to print your message(s) to a different device, enter the appropriate device name at the "DEVICE: HOME//" prompt.

MailMan displays the print information prior to the message header for each message, as shown below:

```
MailMan message for BLUE,THOMAS E.  COMPUTER SPECIALIST
Printed at ISC-SF.VA.GOV  02 Aug 99 14:41
```

Figure 9: Sample MailMan Print Information

This print information (Figure 9) helps you differentiate:

- **Who**—For whom was the message printed (i.e., BLUE,THOMAS E. COMPUTER SPECIALIST).

- **Where**—At what location was the message printed (i.e., Printed at ISC-SF.VA.GOV).

- **When**—When was the message printed (i.e., 02 Aug 99 14:41 as opposed to when the message was actually sent).

If you use the Print new messages by basket option to print all of your new mail, MailMan first prints any new priority mail in your mailbox before printing other new mail in your mailbox.